



Regional Wireless Cooperative

Board of Directors

Draft Agenda

April 23, 2010

	<u>Agenda Item</u>	<u>Presenter</u>
1)	Call to Order	Vice-Chair Ms. Thorpe - Peoria
2)	Introduction of New Members	Vice-Chair Ms. Thorpe - Peoria
3)	Approval of Meeting Minutes from March 26, 2010 This item is for Information, Discussion, and Action	Vice-Chair Ms. Thorpe - Peoria Est. 1 min
4)	Update on Establishing an Executive Committee The purpose of this item is to discuss establishing the Executive Committee and to form a nominating committee to select Executive Committee members. This item is for Information, Discussion, and Possible Action	Vice-Chair Ms. Thorpe - Peoria Est. 5 min
5)	Update on the Executive Director Recruitment and RWC Staff Hiring The purpose of this item is to present a verbal report to the Board on the status of the Executive Director recruitment and RWC support staff hiring. This item is for Information, Discussion, and Possible Action	Mr. Rob Sweeney – Phoenix Est. 5 min
6)	Extend the Town of Buckeye’s Interim Use of the RWC Network The purpose of this item is to review the status of the Buckeye Police Department’s interim use of the RWC Network and to request RWC Board approval to extend Buckeye’s interim use, pending definitive action by Buckeye on the build-out of its subsystem. This item is for Information, Discussion, and Possible Action	Fire Chief Bob Costello – Buckeye Est. 10 min



**Board of Directors
MINUTES**

April 23, 2010

Phoenix City Council Chambers
200 W. Jefferson Street
Phoenix, Arizona 85003

Board Members Present

Mark Brown	Spencer Isom
Carol Campbell	Alfred Medina
Bob Costello	Steve Penney
Chad Dragos	Susan Thorpe
David Fitzhugh	Macara Underwood
Jim Haner	Marc Walker
Brad Hartig	Paul Wilson
Dave Heck	*Ed Zuercher

Staff and Public Present

Karen Allen	John Gardner	Brian Moore	Dave Scott
Jim Case	Jen Hagen	Doug Mummert	Audrey Skidmore
Dave Collett	Jesse Hinds	Chris Nadeau	Kelly Stewart
Jesse Cooper	Lonnie Instep	Franchise Ollarsaba	Rob Sweeney
Celicia Fiedler	Rick Kolker	Cy Otsuka	Shannon Tolle
William Fleming	Mark Mann	Bill Phillips	
Mike Frazier	Donna Marcum	Mike Rall	

* Mr. Zuercher joined the meeting during the discussion of Item 9.

1. Call to Order

Vice-Chair Ms. Thorpe called the meeting to order at 10:05 a.m.

2. Introduction of New Members

Vice-Chair Ms. Thorpe announced the following Board Member alternates:

- Mr. Dragos for Mr. Healy – Daisy Mountain Fire District
- Ms. Campbell for Mr. Hughes – City of Surprise
- Mr. Heck for Mr. Meyer – City of Tempe

3. Approval of the Meeting Minutes from March 26, 2010

Ms. Campbell moved to approve the March 26, 2010 minutes. Mr. Fitzhugh seconded the motion, which carried unanimously.

4. Update on Establishing an Executive Committee

Vice-Chair Ms. Thorpe stated that Mr. Hartig, Mr. Brown, Mr. Walker, and Mr. Zuercher volunteered to be on the Nominating Committee to select the Executive Committee members. She asked Mr. Phillips to organize the Committee's charge and schedule its meetings.

5. Update on the Executive Director Recruitment and RWC Staff Hiring

On behalf of the City of Phoenix (CoP), Mr. Sweeney delivered the following verbal report on the Executive Director recruitment and RWC staff hiring:

- Ten applicants were interviewed on Monday, April 19, 2010.
- Three candidates moved forward to the second-round interviews.
- The second-round interview panel members were Mr. Meyer, Mr. Zuercher, Ms. Peters, and one other person that had not been confirmed.
- Second-round interviews were scheduled for May 3, 2010.
- Background and reference checks would be done once the candidate was selected.
- The Executive Director's start date was anticipated to be two - three weeks after May 3, 2010.
- The Executive Director could immediately start the recruitment and hiring process for the four RWC positions once he or she was hired.

6. Extend the Town of Buckeye's Interim Use of the RWC Network

Mr. Costello delivered a presentation regarding Buckeye's interim participation on the RWC. He requested an extension of Buckeye's interim use of the RWC network through June 2011.

Mr. Wilson stated that he supported Buckeye's interim use of the RWC Network. He suggested that Buckeye provide an update to the RWC Board of Directors in April 2011. Mr. Hartig expressed his support of Buckeye's interim use of the RWC system. In response to questions from Mr. Hartig, Mr. Phillips answered that payments were to begin in the first quarter of 2010, but the CoP was behind schedule on getting the invoices out. He added that Buckeye would be invoiced for January 2010 through the end of this fiscal year.

Mr. Wilson moved to approve Buckeye Police Department's interim use of the RWC network through June 2011. Mr. Haner seconded the motion, which carried unanimously.

7. RWC Budget 2010/11 Radio Rate Approval

Mr. Phillips delivered a presentation on the RWC budget 2010/11 radio rates.

In response to a question from Mr. Fitzhugh, Mr. Phillips replied that Glendale's current budget situation had set back its plan to join the RWC. He stated that Glendale might have been hesitant to join the RWC, since it believed that it would be committed to bring on its Police and municipal users, in addition to its Fire users. He said that clarification was recently given to Glendale's Assistant Fire Chief. He commented that Glendale might still join the RWC.

In response to a question from Mr. Fitzhugh, Mr. Phillips stated that Tolleson was in a situation similar to Glendale's. He said that the RWC would like Tolleson to become a member, since it is a Fire participant. He remarked that Tolleson might have had the same misconception as Glendale about committing its Police and municipal users, in addition to its Fire users. He said that more discussions would take place with Tolleson.

Mr. Hartig moved to approve the radio rate of \$46.15 for FY2010/11 and authorized the Administrative Managing Member, the CoP, to bill members in accordance with the recommended radio rate and special assessments. Mr. Fitzhugh seconded the motion, which carried unanimously.

8. Financial Reporting

Mr. Phillips stated that he and the finance staff had been working on the RWC asset accounting and had planned to have a draft ready mid-May 2010 for members to review. He remarked that a Financial Model meeting would be scheduled by the third week in May 2010. He said that the method used to track assets would also be used to calculate member equity. He asked members to advise Celicia Fiedler or him if they had staff interested in participating in the development of the financial reporting of assets and the equity model.

Ms. Thorpe asked members to notify Bill Phillips or Celicia Fiedler if they had staff interested in participating in the development of the financial model. She also asked members to e-mail their agency's billing contact information to Bill Phillips or Celicia Fiedler.

Mr. Phillips stated that contacts for the Financial Model meeting were needed by April 30, 2010, and agency billing contact information was needed as soon as possible, since the CoP fiscal staff was almost ready to start mailing the invoices.

9. Next Meeting: May 28, 2010; 10:00 – 11:30 a.m.

Vice-Chair Ms. Thorpe announced that the next meeting was May 28, 2010, in the Phoenix City Council Chambers. She questioned whether that meeting should be held, since it was the Friday before Memorial Day. In response to a

question from Mr. Hartig, Mr. Phillips replied that the most critical agenda item was the Buckeye and Goodyear subsystem build-out presentation. He stated that those cities would probably want the RWC's approval before they sought approval from their city councils in June 2010.

Vice-Chair Ms. Thorpe commented that the City of Peoria was going to a 4/10 schedule as of July 1, 2010, and a number of cities represented on the Board were already on a 4/10 schedule. She said that it might become increasingly difficult to meet on Fridays and suggested that the Board begin thinking about an alternative day to meet.

Mr. Fitzhugh stated that he was okay with having the May 28, 2010 Board meeting. He said that, if the Board meetings were moved to a different day of the week, they would conflict with other regularly scheduled meetings that would be difficult to reschedule. He remarked that he was okay with coming in on his day off.

Vice-Chair Ms. Thorpe said that the May 28, 2010 Board meeting would occur as scheduled. She asked to have an item added to the next agenda to discuss how the 4/10 and 9/80 schedules might affect the Board meeting schedule.

10. Adjournment

Vice-Chair Ms. Thorpe adjourned the meeting at 10:32 a.m.